



Learners inspiring learners to be inquisitive in life, principled in character, and bold in vision.

American School of Brasilia

Board Meeting – March 30., 2021: 14:00 - 16:00

Composition of the Board of Directors

Position	Nominee	Initials	Date of Entrance
President	Ms. Annette Windmeisser	AW	June 5, 2018
Vice President	Ms. Megan Gernes	MG	July 1, 2019
Secretary	Ms. Anna More	AM	May 22, 2018
Treasurer	Mr. Márcio Queiroz	MQ	June 02, 2020
Board Member	Mr. João Victor Mokdissi	JV	August 8, 2016
Board Member	Ms. Katherine Valdez	KV	June 02, 2020
Board Member	Ms. Laura Hohmann	LH	June 02, 2020
Board Member	Ms. Márcia Farias	MF	August 08, 2016
Board Member	Mr. Patrick Massenburg	PM	June 02, 2020
Board Member	Mr. Pedro Cortegosso	PC	July 31, 2020
Board Member	Ms. Rebecca Clark	RC	July 1, 2019
Board Member	Ms. Siriana Nair (Ambassador's Representative/Non voting member)	SN	June 02, 2020
Head of School	Ms. Lesley Tait (Ex-Officio)	LT	September 1, 2020

ATTENDANCE

Signature (If in Attendance) / N/A (If Not in Attendance)

Annette Windmeisser (President) - p

Megan Gernes (Vice President) - p

Anna More (Secretary) - p

Márcio Queiroz (Treasurer) - p



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João Victor Mokdissi- p

Katherine Valdez - p

Laura Hohmann - p

Márcia Farias- p

Patrick Massenbourg- p

Pedro Cortegosso- p

Rebecca Clark - p

Siriana Nair - p

- P - Present
- A - Absent

MEETING MINUTES

- Members Joining the Board: none
- Members Leaving the Board: none

Call to Order at 16:04

- AW welcomed the Board of Directors and the Board candidates to the next school year.

1. Perkins & Will Presentation

- JV made a quick introduction to the purpose of the presentation, to show that the project is in the right direction in terms of following the guiding principles. A preliminary moment in a conceptual design;
- The presentation approached the following topics:
 - Timeline
 - Guiding Principles
 - Approved Program
 - Site Analysis
 - Zoning
 - Site Plan
 - Zoom in
 - entrance and benches
 - arts and maker space building
 - music room
 - Sketches
- Decision: To approve Perkins & Wills concept design (zoning areas) as aligned with the approved guiding principles.
 - MG moved action



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- JV seconding
- All in favor

2. Presentation of Board Candidates

- AW presented the candidates for a position in the Board of Directors;
 - Michael Carney - US Embassy
 - Darcy Compton - US Embassy
 - Paola Babos - UNICEF
 - Jason Evans
 - Carmen Ruiz

3. Consent Agenda

- The Board of Directors approved all the items from the Consent Agenda
 - Laura H moved
 - RC seconded
 - All in favor

4. Policy Task Force

- MG explained the purpose and objective of the Task (TOR)
 - This task force exists to review policy options, establish if EAB policy is meeting the needs of the administration and the Strategic needs of the school. Possibly create a three to five year rotating policy review and approval schedule;
 - The Policy Task Force will:
 - Review current EAB policy and example policy manuals
 - Consult with stakeholders on usability of current policy
 - Purpose revised policy
- JV requested for more time to review the policy and reinforced the need to be careful about how detailed the policy is due to legal issues. He suggested checking with Brazilian lawyers;
- MG clarified that the decision will be taken at the end of May and the two weeks suggested to analyse the policy is just to get familiar with the document;
- No vote needed to be taken to this item.

5. Transition Committee update

- AM gave a brief update on the ongoing transition;
- Lesley Tait and Grace McCallum are meeting regularly with teachers and staff members;
- Grace McCallum is doing an online transition visit starting April 5th;
- AM will be sending the schedule to the Board and request that at least one Board member attends the parent sessions.

6. Interim Head of School Report

- LT presented the IHOS report and highlighted the guiding documents section;
- We are now preparing to the big evaluation for CIS/MSA accreditation;
- The agency is focusing in the guiding documents;
- The presentation also approached the following topics:



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- Current enrollment at EAB
- Staffing
- MAP Results
- IB Assessments
- EAB's Guiding Documents
- Policy Development
- Accreditation Preparation
- Communications
- Recommendation for the Board to approve the Learning Principles and Character Traits to be included as a guiding document from EAB.
 - MF moved the action
 - AM seconded
 - All in favor
- Attendance - MEC expects students to attend 75% of classes during the school year. EAB wants to raise this expectation to 90%. It will not be a rule, but an expectation, which is accepted by MEC.
 - MF moved the action
 - AM seconded
 - All in favor

6. Governance Committee update

- AM spoke about the two Board retreats that are coming up. The first retreat will be happening in April.
- The GC proposes that we hire Mark Ulfers to facilitate the 2021-2022 August Governance retreat. We have been advised that with the ease of scheduling Zoom retreats, it is best to plan well in advance to pin down a top consultant. For this reason we have already begun the process of planning and request full Board approval now.
 - KV moved the action
 - PC seconded
 - All in favor

The Board meeting finished at 5 pm and went into the Executive Session.

Board President
Annette Windmeiser

Board Secretary
Anna More